

## **Minutes:** **Process Standardization Working Group Meeting**

Thursday, August 17, 2000, 1:00 p.m.  
Salt River Project - 1600 North Priest Dr. Tempe, Arizona 85281

	<b>Topic</b>	<b>Lead</b>	<b>Outcome</b>	<b>Att.</b>
1	Welcome, Sign-in, Approval of Minutes	Evelyn Dryer	Ms. Dryer welcomed participants to the full group session of the Process Standardization Working Group (PSWG) meeting. A sign-in sheet was circulated. Participants are listed in Attachment 1. The minutes from the July 2000 meeting were approved.	1
2	Report from VEE Session	Tony Gillooly	Mr. Gillooly presented a report from the VEE session. No new issues were identified.	
3	Report from Metering and Meter Reading Session	Stacy Aguayo	Ms. Aguayo presented a report from the Metering and Meter Reading session. The following new issues were identified: a) need mechanism for costing meters and metering equipment and b) how many decimal places should be displayed on a meter.	
4	Report from Billing Session	Shirley Renfroe	Ms. Renfroe presented a report from the Billing session. The Billing group recommended that an EDI team be assembled to look at the draft 810 document. The PSWG approved through consensus that an EDI sub-subcommittee be formed. <b>Persons who would like to serve on the EDI sub-subcommittee should contact Shirley Renfroe at <a href="mailto:srenfroe@pinnaclewest.com">srenfroe@pinnaclewest.com</a> by September 1, 2000.</b>	
5	Discussion of Issue 78	Evelyn Dryer	Issue 78 (MSPs contracting directly with customers) was discussed. The PSWG decided to continue current work but form an Issue 78 subcommittee. Paul Taylor volunteered to be the chair of the Issue 78 subcommittee. <b>Persons who would like to serve on the Issue 78 subcommittee should contact Paul Taylor at <a href="mailto:ptaylor@rwbeck.com">ptaylor@rwbeck.com</a> by September 1, 2000. [Note: The first meeting has been scheduled for August 30, 2000.]</b>  There was also discussion that MRSPs should be added to Issue 78.	
6	Discussion of Waivers	Evelyn Dryer	Ms. Dryer reported that the target date for filing the requests for waivers is September 7, 2000.	
7	Discussion of Payment for Facilitators	Evelyn Dryer	Arizona Public Service paid the bill for the facilitators for the summer meetings. The entities who agreed to help pay the cost should contact Shirley Renfroe. A sign-up sheet was circulated at the meeting.	
8	Discussion of Issue 84	Evelyn Dryer	Issue 84 (Is the bill that is issued when a customer switches considered a "final" bill?) was discussed. Staff will discuss the issue at the next meeting.	
9	Discussion of the Use of Sub-subcommittees	Evelyn Dryer	The PSWG agreed through consensus to resume the use of sub-subcommittees.	
10	New Issues	Evelyn Dryer	No new issues were discussed.	

	<b>Topic</b>	<b>Lead</b>	<b>Outcome</b>	<b>Att.</b>
11	Future Meetings	Evelyn Dryer	<p>The PSWG agreed to the following:</p> <ul style="list-style-type: none"> <li>• Work will continue on pending issues with the current subcommittees.</li> <li>• The DASR Subcommittee will remain dormant for now.</li> <li>• The functions of PSWG are: 1) hear reports from subcommittees, 2) discuss policy and issues, 3) if necessary, assign issues or form ad hoc subgroups, and 4) make recommendations to ACC.</li> <li>• The PSWG will be a working group.</li> <li>• Subcommittee functions are: 1) resolve subject-specific issues, 2) address business practices, 3) form sub-subgroups, 4) produce something, and 5) report to PSWG.</li> <li>• No facilitators are scheduled for future meetings.</li> <li>• Meetings of PSWG and subcommittees, but not sub-subcommittees, will be held in state buildings, if possible.</li> <li>• PSWG and subcommittee meetings will be held from 9:00 a.m. to 4:00 p.m.</li> <li>• PSWG will meet the first Thursday of each month, with the next meeting on October 5, 2000. <b>[Note: Due to problems with meeting room availability, the PSWG meetings will be held in the first week of the month, but not on Thursdays. The next meeting has been scheduled for Wednesday, October 4, 2000.]</b></li> <li>• Subcommittees will meet in the second and fourth weeks of each month, with VEE on Tuesday, Metering on Wednesday, and Billing on Thursday.</li> <li>• The Subcommittee meeting schedule for September is as follows: <ul style="list-style-type: none"> <li>VEE            September 12 and 26</li> <li>Metering    September 13 and 27</li> <li>Billing        September 14 and 28</li> </ul> </li> </ul>	
12	Set Next Agenda	Laurie Goggin	The next agenda will include reports from the subcommittees, discussion of Issue 78, and discussion of Issue 86 (standardization of long-term contracts on Standard Offer tariffs).	
13	Adjourn Meeting	Evelyn Dryer	Ms. Dryer adjourned the meeting.	

## Attachment 1 - Process Standardization Working Group

### PARTICIPANTS AT AUGUST 17, 2000 PROCESS STANDARDIZATION WORKING GROUP MEETING

Name	Organization
Stacy Aguayo	Arizona Public Service Company
Erinn Andreasen	Arizona Corporation Commission Staff
Jana Brandt	Salt River Project
Debbie Brown	Salt River Project
Romi Carrell	Sierra Southwest
Anne Cobb	Trico Electric Cooperative
Steve Crouch	Citizens Utilities
Deborah Diaz	Tucson Electric Power Company
Evelyn Dryer	Tucson Electric Power Company
Donna Easterly	Arizona Public Service Company
Asher Emerson	Arizona Corporation Commission Staff
Gene Gerhart	Salt River Project
Tony Gillooly	Tucson Electric Power Company
Bob Gray	Arizona Corporation Commission Staff
Janet Henry	Phaser Advanced Metering Services
Marta Kalleberg	Arizona Corporation Commission Staff
John Kassel	C3 Communications
Barbara Keene	Arizona Corporation Commission Staff
Paul Michaud	Navopache Electric Cooperative
Janie Mollon	New West Energy
Rick Molina	Tucson Electric Power Company
Larry Nuszloch	Salt River Project
Darrel Pichoff	K.R. Saline & Associates/Electric District No. 3
Shirley Renfroe	Arizona Public Service Company
Bill Rigsby	Arizona Corporation Commission
Jenine Schenk	Arizona Public Service Company
Barry Scott	Sulphur Springs Valley Electric Cooperative
Stacy Smith	Arizona Public Service Company
Judy Taylor	Tucson Electric Power Company
Paul Taylor	R.W. Beck
John Wallace	Grand Canyon State Electric Coop Association
Ray Williamson	Arizona Corporation Commission Staff
Jim Wontor	APS Energy Services

Facilitator = Laurie Goggin, City of Mesa